

ACADEMIC YEAR 2023/2024 STUDY PLAN

GENERAL INFORMATION

In accordance with Article 26 of the University of Milano-Bicocca's Academic Regulation we inform you that:

- To all enrolled students is conferred a "statutory" study plan which includes all the mandatory activities. Students are required to submit their own study plan, setting out optional and elective activities.
- Students may only take examinations included in their study plan. The study plan must comply with the number of credits planned for each activity, the constraints and the rules of preparatory activities laid down in each degree programme's academic regulation.
- Students shall submit their own study plan telematically. Students who are regularly enrolled but have not completed exams within the set period may request the modification of the study plan via written request within the established deadlines.
- Until the implementation of the modified study plan, students are bound to the previous plan and cannot book any of the new examinations included in the modified study plan.
- By respecting the constraints and the rules of preparatory activities, students may anticipate examinations of activities included in their approved study plan and referred to the second semester of their current enrolment year in which they are enrolled. Students may also anticipate examinations of activities included in their approved study plan and referred to the following academic year only if these activities are active. Only students who have achieved 75% of the total credits referred to their current enrolment year may anticipate examinations. Repeating students cannot anticipate examinations.
- Enrolled students may include in their study plan extra activities up to a maximum of 16 credits. Credits and marks obtained from extra activities are not included in the mark average but are recorded in the academic career. These credits may be recognised for the purpose of shortening a master's degree programme only if these activities are provided by the selected master's degree programme and if they have not been previously assessed as curricular requirements for admission.
- The learning activities carried out during an International Mobility Programme shall be included in the study plan.

Please note:

- If any teaching activities, for which examinations were previously booked, are removed from the study plan, they will continue to be listed as off-plan activities. However, they are not relevant for obtaining the degree and the related examinations must not be taken.
- Examinations already completed cannot be excluded by the study plan.
- In case of issues related to online procedures, please contact: segr.studenti.scienze@unimib.it.
- Further information is available in each degree programme's academic regulation
- The University of Milano-Bicocca's regulation for students may be consulted here: <https://www.unimib.it/ateneo/organizzazione/statuto-regolamenti-e-codici/regolamenti> (see section: "Studenti").

Study Plans shall only be submitted during the periods indicated below.

**TERMS OF THE STUDY PLAN PRESENTATION FOR THE 2023/2024
ACADEMIC YEAR**

BACHELOR'S DEGREE PROGRAMMES	ENROLMENT YEAR	STUDY PLAN PRESENTATION PERIOD
Informatica	I YEAR	From 1st to 27th March 2024
Ottica e Optometria		
Informatica	II YEAR	From 7th to 29th November 2023 and from 1st to 27th March 2024
Ottica e Optometria		
Scienza dei Materiali		
Scienze e Tecnologie Chimiche		
Scienze e Tecnologie Geologiche		
Biotechnologie	II YEAR	From 1st to 27th March 2024
Fisica		
Matematica		
Scienze Biologiche		
Scienze e Tecnologie per l'Ambiente		
Biotechnologie	III YEAR	From 7th to 29th November 2023 and from 1st to 27th March 2024
Fisica		
Informatica		
Matematica		
Ottica e Optometria		
Scienze Biologiche		
Scienza dei Materiali		
Scienze e Tecnologie Chimiche		
Scienze e Tecnologie Geologiche		
Scienze e Tecnologie per l'Ambiente		

MASTER'S DEGREE PROGRAMMES	ENROLMENT YEAR	STUDY PLAN PRESENTATION PERIOD
Artificial Intelligence for Science and Technology	I YEAR	From 1st to 27th March 2024
Artificial Intelligence for Science and Technology	II YEAR	From 10th to 29th November 2023 and from 1st to 27th March 2024
Informatica	I and II YEAR	From 10th to 29th November 2023 and from 1st to 27th March 2024 From 9th to 31st January 2023 (RESERVED ONLY for students enrolled in the first year who have not yet achieved their bachelor's degree in November)
Teoria e Tecnologie della comunicazione		
Data Science		
Biotechnologie industriali		
Biologia		
Matematica		
Scienze e Tecnologie per l'Ambiente e il Territorio		
Fisica		
Astrophysics and Space Physics		
Materials Science - Materials Science and Nanotechnologies		
Scienze e Tecnologie Chimiche		
Marine Sciences - Scienze Marine		
Scienze e Tecnologie Geologiche		

The study plan shall be presented via Segreteriaonline

(<https://s3w.si.unimib.it/Home.do>). After logging in, select '**Career plan**'.

At the end of the procedure the study plan **must be confirmed** by clicking "Confirm".

Please note: if the study plan is not confirmed it will not be considered.

Students may choose between two study plan patterns:

-**PRE-APPROVED PATTERN:** allows students to include elective activities selected from their own degree programme. The pre-approved plan will be automatically approved without any further examination at the end of the submission deadline.

-**TO BE APPROVED PATTERN:** students may include, as elective activities, activities from their own degree programme or from the University's other degree programmes. Therefore, once completed, the plan is 'PROPOSED' and requires to be examined by the Study Plan Commission to be finally 'APPROVED'.

STUDENTS WHO HAVE NOT COMPLETED EXAMINATIONS WITHIN THE SET PERIOD

Students who are regularly enrolled but have not completed exams within the set period may present their study plan:

- **from 7th to 29th November 2023**

- **from 1st to 27th March 2024**

by sending to segr.studenti.scienze@unimib.it (only from your @campus.unimib.it e-mail account):

- 1) **a written statement** clearly setting out, for each proposed amendment:
 - a) code, denomination, and credits of the activities to remove.
 - b) code, denomination, and credits of the activities that will be included as a replacement.
- 2) **a copy of the last approved study plan** (downloadable from Segreterieonline) as an e-mail attachment. All variations are related to the last approved study plan.

Students who are going to graduate during the last graduation period in the academic year, may change their last approved study plan up to a maximum of 24 credits.

If the modified plan is approved, students who did not renew their enrolment have to pay **a 50-euro penalty fee** for the delayed study plan presentation.

The proposed variations will be registered in Segreterieonline and will be examined by the Study Plan Commission. If the new study plan is approved, the student's academic career will be updated.

PART-TIME STUDENTS

Part-time students enrolled in the **I year, I year bis and II year** of the following bachelor's degree programmes:

Fisica
Matematica
Optica e optometria
Scienze e tecnologie chimiche

may submit their study plan in the following time periods:

- **from 10th to 29th November 2023**
- **from 1st to 27th March 2024**

Part-time students enrolled in the **I year and I year bis** of the following master's degree programmes:

Astrophysics and Space Physics
Fisica
Matematica
Scienze e tecnologie chimiche

may submit their study plan in the following time periods:

- **from 10th to 29th November 2023**
- **from 9th to 31st January 2024** (RESERVED ONLY for students enrolled in the first year who had not yet achieved the bachelor's degree during the first time period).
- **from 1st to 27th March 2024.**

The study plan must be submitted on the Segreterieonline platform <https://s3w.si.unimib.it/Home.do>. After logging in, please select "**Career plan**".

At the end of the process please click **CONFIRM**.

PLEASE NOTE: if the study plan is not confirmed it will not be considered.

PART-TIME STUDENTS ENROLLED IN SUBSEQUENT YEARS

Part-time students enrolled in years following the second one of the above mentioned bachelor's degree programmes or in years following the first year bis of the above mentioned master's degree programmes may only submit their study plan by sending the request form

(https://www.unimib.it/sites/default/files/Esposito_MOD_English_version_definitivoedit.pdf) to the following e-mail account: segr.studenti.scienze@unimib.it (only from your University account **@campus.unimib.it**) in the following periods:
from **7th to 29th November 2023** and from **1st to 27th March 2024**.

STUDENTS WITH "CREDITS ENROLMENT"

Students with "credits enrolment" may only submit their study plan by sending the request form

(https://www.unimib.it/sites/default/files/Esposito_MOD_English_version_definitivoedit.pdf) to the following e-mail account: segr.studenti.scienze@unimib.it (only from your University account **@campus.unimib.it**) from **7th to 29th November 2023** and from **1st to 27th March 2024**.

Milan, November 6th, 2023